

## Enlisted Test Cycles

Cycle	Grade Testing To	Testing Window
02E6	TSgt	15 Feb - 31 Mar 02
02E7	MSgt	15 Feb - 31 Mar 02
02E5	SSgt	1 May - 31 May 02
01E9	CMSgt	4 Sep - 7 Sep 01
02E8	SMSgt	10 Jan - 24 Jan 02

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FM HQ AFPC RANDOLPH AFB TX//DPP//

SUBJECT: ANNOUNCEMENT OF REVISED WEIGHTED AIRMAN PROMOTION SYSTEM (WAPS) TESTING SCHEDULE

ACTION OFFICES FOR THIS MESSAGE ARE THE MPF COMMANDER AND THE CAREER ENHANCEMENT ELEMENT. FOR INFORMATION MANAGEMENT: PLEASE ENSURE A COPY OF THIS MESSAGE IS PROVIDED TO ALL COMMANDER SUPPORT STAFFS, COMMAND CHIEF MASTER SERGEANTS, AND WING/COMMAND IG OFFICES. SECTIONS OF THIS MESSAGE MAY ALSO BE EXTRACTED FOR PUBLICATION IN BASE NEWSPAPERS AND BULLETINS.

1. WE ARE AWARE OF CONCERNS WITH ENLISTED PROMOTIONS REGARDING LENGTHY WAITING TIME BETWEEN ENLISTED PROMOTION TESTING AND PROMOTION RELEASE DATES. ANOTHER ISSUE THAT OFTEN SURFACES IS THE AIR FORCE ONLY REQUIRES THAT INDIVIDUALS HAVE STUDY REFERENCE MATERIALS IN HAND FOR 30 DAYS IN ORDER TO BE REQUIRED TO TEST. IN AN EFFORT TO REDUCE THESE IRRITANTS, AND TO BETTER MEET WHAT THE OVERWHELMING MAJORITY OF OUR PROFESSIONAL ENLISTED FORCE WANTS, WE ARE FINE TUNING WHEN WE ADMINISTER PROMOTION TESTS. SPECIFICALLY, TESTING FOR CMSGT (CYCLE 01E9) WILL TAKE PLACE DURING THE FIRST FOUR DAYS AFTER LABOR DAY. FOR 2001 THE DATES ARE 4-7 SEP 01. TESTING FOR SMSGT WILL PERMANENTLY MOVE FROM NOV TO JAN. THE NEW SMSGT TESTING WINDOW OF 10-24 JAN IS EFFECTIVE WITH SMSGT CYCLE 02E8, TESTING IN 2002. THE MSGT/TSGT TESTING WINDOW WILL SLIP 15 DAYS FROM 1 FEB-15 MAR TO THE NEW TESTING WINDOW OF 15 FEB-31 MAR EFFECTIVE WITH MSGT/TSGT CYCLES 02E7/02E6, TESTING IN 2002. FINALLY, TESTING FOR SSGT WILL SLIP AN ENTIRE MONTH. SRA WILL NOW TEST FOR SSGT DURING THE MONTH OF MAY. THIS IS EFFECTIVE WITH SSGT PROMOTION CYCLE 02E5, TESTING IN 2002.

2. THE MOST SIGNIFICANT CHANGE IS CORPORATELY MOVING SMSGT (E8) TESTING FROM NOVEMBER TO JANUARY EVERY YEAR - ELIGIBLE MSGTS WILL NOT TEST THIS NOV 01. THIS CHANGE DECREASES DELAY BETWEEN TESTING AND PROMOTION RELEASE. AGAIN, IT ALSO ALLOWS E8 PROMOTION TESTING TO TAKE PLACE IN JAN, BOARD IN FEB, AND RELEASE IN MAR, SIMILAR TO THE E9 PROMOTION PROCESS (TESTING IN SEP, BOARD IN OCT, AND RELEASE IN NOV). THE E8 TESTING WINDOW (USUALLY 10 DAYS) IS RELATIVELY SHORT, AND FOR 95 PERCENT OF THE BASES, THE ELIGIBLE NUMBERS ARE FEWER THAN 500. ALTHOUGH THERE ARE TIGHTER DEADLINES ON NONWEIGHABLES, THE GAIN FOR MEMBERS WILL BE WELL WORTH IT. PER TCO REQUESTS, WE ARE PROVIDING A LARGER GAP BETWEEN E6/7 AND E5 TESTING WHICH WILL ALLOW MORE TIME TO WORK TESTING PRODUCTS AND FINALIZE ELIGIBILITY CHANGES FOR THE CYCLE. THIS CHANGE ALSO SHORTENS THE WAIT BETWEEN E6/7 AND E5 TESTING AND RELEASE.

3. AS A MINIMUM, ALL PROMOTION ELIGIBLES MUST HAVE 60 DAYS ACCESS TO THEIR STUDY MATERIALS. CURRENTLY, THE MINIMUM REQUIREMENT IS 30 DAYS. WHEN THERE IS A DELAY IN RECEIPT OF MATERIALS THROUGH NO FAULT OF THE MEMBER, HE OR SHE WILL NOT BE REQUIRED TO TEST UNTIL THEY HAVE BEEN GRANTED 60 DAYS TO STUDY.

4. TO MAKE THESE CHANGES WORK PROPERLY, TWO COMMITMENTS BECOME CRUCIAL--ONE FROM US AND ONE FROM BASE LEADERSHIP.

A. OUR COMMITMENT: PROVIDE AF WINGS AND OTHER ORGANIZATIONS WITH TESTING SCHEDULES A YEAR IN ADVANCE IN ORDER TO ALLOW PLANNING OF WING EXERCISES AND OTHER SCHEDULED EVENTS.

B. SQUADRON/WING COMMITMENT: WE ASK THAT BASE TESTING OFFICES AND COMMANDERS AT ALL LEVELS AGGRESSIVELY ENFORCE TEST SCHEDULING RULES AND DATES, ALLOWING NO DEVIATION TO SCHEDULING OUTSIDE OF ESTABLISHED WINDOWS, EXCEPT IN CASES OF DEPLOYMENT, SERIOUS INJURY, ILLNESS, FAMILY EMERGENCY, OR NONRECEIPT OF STUDY MATERIALS. ORDINARY LEAVE SHOULD NOT BE AN EXCEPTION.

5. BY WORKING TOGETHER, WE ARE CONFIDENT WE CAN CONTINUE TO ALLEVIATE ANY CONCERNS AND MAKE THE ENLISTED PROMOTION SYSTEM EVEN BETTER. OUR POINT OF CONTACT FOR TESTING ISSUES IS TSGT NELSON, DPPPWE, DSN 665-2265 AND POC FOR PROMOTION ISSUES IS MSGT MENDEZ, DPPPWM, DSN 665-2107.